

MIDDLETOWN TOWN COUNCIL
MEETING MINUTES
JUNE 10, 2013

The Middletown Town Council Meeting was held in the Council Chamber, 7875 Church Street, Middletown, VA on Monday June 10, 2013 at 7:00 pm.

Town Council Present

Mayor Charles Harbaugh, IV
Councilor John Copeland
Councilor Trip Chewning
Councilor Tom Simon
Councilor Carole Snyder
Councilor Donna Gray

Staff Present

Rebecca L. Layman, Municipal Clerk

Town Attorney

J. David Griffin

1. Call to Order

Mayor Harbaugh called the meeting to order at 7:00 p.m.

2. Moment of Silence

Mayor Harbaugh called for a moment of silence.

3. Pledge of Allegiance

Mayor Harbaugh led those present in the Pledge of Allegiance.

4. Roll Call

All Councilors were present.

5. Set Agenda.

Councilor Copeland made a motion to amend the agenda by moving item 16 the Resolution for Elizabeth McClung to the first item on the agenda. Councilor Chewning seconded the motion. Councilor Chewning also made a motion to amend the agenda by adding after item D under the Personnel and Finance the Resolution for the implementation of the VRS member contributions for 2014, and then item F will be the Treasurer's Report and item G will be the Presentation of Bills. Councilor Copeland seconded the motion. All Councilors were in favor of amending the agenda and the agenda was approved.

6. Citizen Comments.

Jay Smith 2464 Cypress Way stated that he has lived in Frederick County for 23 years and cares about his community in which he lives in. He is very active with the Boy Scouts and knows that he could get the Boy Scouts to do a lot of projects throughout the Town. He stated that he is a team leader. He would like to be a part of the Town with the decision making. He feels he could contribute a lot to the Town through his knowledge.

Carolyn Aliff 2130 Mark Drive stated she has lived in Middletown for 8 years, and she very interested in what is going on in Middletown, and she would like to be a voice for the citizens of Middletown.

7. Approval of Previous Council Meeting Minutes

Councilor Copeland made a motion to approve the minutes from the May 13, 2013 Town Council meeting. Councilor Gray seconded the motion. All Councilors were in favor and the meeting minutes were approved.

8. Report of the Facilities Committee

No Report

9. Report of the Personnel and Finance Committee

Councilor Chewning made a motion for the Third and Final reading of the Town of Middletown Budget for fiscal year 2013 – 2014. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes

Councilor Gray – Yes

Councilor Chewning – Yes

Councilor Simon – Yes

Councilor Copeland – Yes

Motion carried 5-0

Councilor Chewning made a motion to appoint an interim Council member to the Middletown Council. Mayor Harbaugh gave the opportunity to both applicants to speak (their statements are under the citizen comment section as Jay Smith signed up to speak). Mayor Harbaugh passed out 5 slips of blank paper to each Council member and asked that they write down the name of which applicant they wish to serve on Council. Mayor Harbaugh stated that whoever has the most votes will win the seat. Mayor Harbaugh stated that there was a winner and before he announces that he would like add that the election for this position will be November and this spot is fill that term until November so if you were not chosen this evening you will have an opportunity to run again in a formal election were you will be voted on by your Town citizens and will be a 2 year term. Mayor Harbaugh announced that Carolyn Aliff was chosen to fill the vacant seat. Councilor Snyder made a motion to appoint Carolyn Aliff to the Town Council. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes

Councilor Gray – Yes

Councilor Chewning – Yes

Councilor Simon – Yes

Councilor Copeland – Yes

Motion carried 5-0

Councilor Chewning made a motion to approve to pay Michele Fishel \$13.00 an hour with a maximum of 5 hours a month to conduct the monthly Planning Commission meetings. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes

Councilor Gray – No

Councilor Chewning – Yes

Councilor Simon – Yes

Councilor Copeland – Yes

Motion carried 4-1

Councilor Chewning made a motion to pay Fred Wharton \$25.00 an hour on an as needed bases to approve and sign off on permits for the Town of Middletown, and will take effect at the end of our current fiscal year when Frederick County takes over the inspections. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes
Councilor Chewning – Yes
Councilor Copeland – Yes

Councilor Gray – Yes
Councilor Simon – Yes

Motion carried 5-0

Councilor Chewning made a motion to approve the Resolution for the implementation of VRS member contributions for fiscal 2014. Councilor Snyder seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes
Councilor Chewning – Yes
Councilor Copeland – Yes

Councilor Gray – Yes
Councilor Simon – Yes

Motion carried 5-0

Councilor Chewning gave the Treasurer report and reported that the Town is in good shape for the end of the fiscal year, and it does not look like that the Town is going to use any reserves during the fiscal year to balance the budget.

Councilor Chewning made a motion to approve the bills that were paid in the month of May. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes
Councilor Chewning – Yes
Councilor Copeland – Yes

Councilor Gray – Yes
Councilor Simon – Yes

Motion carried 5-0

10. Report of the Public Works Committee

Councilor Simon reported that the leak on Greenbriar Road was fixed.

11. Report of Public Safety Committee

Report of the Police Department was given by Chief Breeden

Chief Breeden reported to Council that a \$3500.00 grant that he applied for from DCJS had been accepted, and will be used to purchase equipment. Chief Breeden also read into the record 2 letters, one from Louisa Nichols thanking the Police Department for their time spent at 8034 Main Street which she has just purchased, but has not moved in yet, the house alarm would continue to go off she also gave a \$100.00 donation to the Middletown Police Department and another from a Frederick County school bus driver commending the Police Department on making sure the school students are safe by following the bus and making sure no one is running the bus lights.

12. Report of the Ordinance Committee

No report

13. Report of the Planning and Zoning Committee

Councilor Copeland made a motion to approve the Resolution for the Shenandoah Valley Regional Hazard Mitigation Plan. Councilor Chewning seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes
Councilor Chewning – Yes
Councilor Copeland – Yes

Councilor Gray – Yes
Councilor Simon – Yes

Motion carried 5-0

14. Report of Special Committees

15. New or Unfinished Business

Committee Meeting will be June 18, 2013 @ 7:00 p.m.
Work Session Meeting will be July 1, 2013 @ 7:00 p.m.

16. Petitions and Communication

Resolution that the Town of Middletown will present to Elizabeth McClung (this item was moved to the top of the agenda)

17. Adjournment

Mayor Harbaugh adjourned the meeting at 7:30 p.m.

Charles H. Harbaugh IV, Mayor

Rebecca L. Layman
Town Clerk